

Massachusetts Department of Correction

Recruitment Department (DHR)

Internship Program



DOCRecruitment@mass.gov

INTERNSHIP REQUIREMENTS FOR INTERNS ...

1. Be eighteen (18) years of age and possess a valid driver's license.
2. Be enrolled in an accredited school of higher learning.
3. Have a related academic background (e.g., **major/minor in criminal justice, criminology, psychology, law, social work, business administration or related field**).
4. Obtain formal written approval from his/her/their academic advisor, which shall also include the number of required hours and any unique requirements of the school program.
5. Complete an Internship Program Application (Attachment #1).
6. Meet the requirements of a background investigation, and a criminal record check.
7. Successfully complete a Department Orientation Program prior to undertaking his/her/their assignment. The Recruitment Department will conduct an orientation. Once the orientation has been completed, the student shall then have a site-specific training prior to beginning their internship.
8. Comply with the Department's rules and regulations (Attachment #5).
9. Sign a release that discharges the Department and its employees from any claims alleging property damage or personal injury or death caused as a result of an inmate act which occurs during the performance of duties associated with internship (Attachment #6).
10. Have adequate transportation to and from the internship assignment.

All internship requests and applications should be submitted by mail to:

Recruitment Department (50 Maple Street, first floor, Milford MA 01757)
Marcella King, Recruitment Manager: 508-850-7843 marcella.king@doc.state.ma.us